



THE COMMONWEALTH OF MASSACHUSETTS
ADMINISTRATIVE OFFICE OF THE TRIAL COURT
Two Center Plaza
Boston, Massachusetts 02108

ROBERT A. MULLIGAN
Chief Justice for
Administration & Management

MEMORANDUM

Tel: (617) 742-8575
Fax: (617) 742-0968

TO: Chief Justices of the Trial Court
First Justices of the Trial Court
Clerk Magistrates of the Trial Court
Clerks of Court of the Trial Court
Registers of Probate of the Trial Court
Recorder of the Land Court Department
Chief Probation Officers of the Trial Court
Court Administrators of the Trial Court
Commissioner of Probation
Jury Commissioner

FROM: *RAM* Robert A. Mulligan, Chief Justice for Administration and Management

DATE: September 28, 2007

RE: **Legal Holidays, Calendar Year 2008**

Pursuant to G.L. c. 4, s. 7, below is a list of the legal holidays for **calendar year 2008** and the dates on which each will be observed:

New Year's Day	January 1 (Tuesday)
Dr. Martin Luther King, Jr. Day	January 21 (Monday)
Presidents' Day	February 18 (Monday)
Evacuation Day (in Suffolk County)	March 17 (Monday)*
Patriots' Day	April 21 (Monday)
Memorial Day	May 26 (Monday)
Bunker Hill Day (in Suffolk County)	June 17 (Tuesday)*
Independence Day	July 4 (Friday)
Labor Day	September 1 (Monday)

Columbus Day	October 13 (Monday)
Veterans' Day	November 11 (Tuesday)
Thanksgiving Day	November 27 (Thursday)
Christmas Day	December 25 (Thursday)

*Suffolk County Courts will be closed on Monday, March 17, 2008 and Tuesday, June 17, 2008 with the exception of the Administrative Offices of the Trial Court which will remain open. Locations outside of Suffolk County must maintain regular business operations on Monday, March 17, 2008 and Tuesday, June 17, 2008. However, all employees working outside of Suffolk County are eligible to receive an alternate day off with pay in lieu of these holidays to be taken in accordance with the provisions contained in the applicable Collective Bargaining Agreements or the Personnel Policies and Procedures Manual.

The eligibility of an employee for an alternate day off and the administration of such days off will be in accordance with the provisions of the "Holiday" Article contained in the applicable Collective Bargaining Agreements or the Personnel Policies and Procedures Manual.

An alternate day off requires the prior approval of the employee's department head in order to ensure that there are sufficient personnel in each department to process the business of the court and serve the needs of the public.

Please post this memorandum in a conspicuous location in order to disseminate this information to the employees in your office. Thank you.

cc: Robert P. Panneton, Chief of Staff
Trial Court Administrative Office Directors